

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

August 25, 2020

TIME

7:00 P.M.

PLACE

Upland MacQueen Hall, 224 Castle Avenue, Upland, PA

CALL TO ORDER

President Peterson called the Second Scheduled Meeting for Upland Borough Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

President Peterson led the Pledge of Allegiance and a moment of silence.

ROLL CALL

Mrs. Peterson – Present; Ms. Crawford – Present, Mrs. Kerns – Present; Mrs. Bush – Present; Mr. Steigerwalt – Present; Mr. McClintock – Present; Ms. Gertner – Present; Mayor Dennon – Present; Mr. Daniel Archdeacon, P.E., Catania Engineering – Present; Mr. Robert E. O'Connor, Esquire – Present; and Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS IN ATTENDANCE

Police Chief Michael Ireby, Fire Chief/Fire Marshal Daniel Smith, and several residents/guests in attendance.

5. Public Comments on Agenda Items Only

President Peterson asked if there were any public comment on agenda items only. No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – July 14, 2020

President Peterson asked if there were any questions on the Minutes of July 14, 2020. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting minutes of July 14, 2020. Mrs. Kerns seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Unavailable; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

7. Treasurer's Report

A-1 Treasurer's Report

President Peterson asked if there were any questions on the Treasurer's Report. With no questions, Ms. Crawford made a motion to accept the Treasurer's Report as presented. Mrs. Bush seconded the motion.

Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Unavailable; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-2 Income Statements

President Peterson asked if there were any questions on the Income Statements. With no questions, Ms. Crawford made a motion to accept the Income Statements as presented. Mrs. Kerns seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Unavailable; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-3 Manager's Report

President Peterson asked if there were any questions on the Manager's Report. With no questions, President Peterson entertained a motion. President Peterson asked for a verbal vote; Council unanimous approved the Manager's Report.

8. Auburn Village Report - Richard McClintock

Mrs. Peterson noted progress on behalf of Mr. McClintock.

9. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report – July 2020

Fire Marshal Smith read his Fire Marshal's Report for July 2020 into record. Copy included.

A-2 Fire Company's Report – July 2020

Fire Chief Smith read the Fire Company's Report for July 2020 into record. Copy included.

A-3 Approval for the Purchase and Use of Body Cams from Watchdog (COSTARS) \$ 30,393.00

Mr. McClintock made a motion to approve the use of body cams and the purchase from Watchdog (COSTARS) in the amount of \$ 30,393.00. Ms. Crawford seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-4 Approval to Convert One of the Police Ford Explorers for the Use by Fire Marshal \$10,000.00

Mr. McClintock made a motion to approve to convert one of the Police Ford Explorer for the use of the Fire Marshal in the amount of \$ 10,000.00. Ms. Crawford seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

10. Code Officer's Report - Richard McClintock

Mr. McClintock read the Code Officer's Report for July 2020 into record. Mr. McClintock made a motion to accept the Code Officer's Report of July 2020. Mrs. Kerns seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

11. Building & Grounds Report – Judith Bush

- A-1 Upland Fire House Roof - Bid date of August 25, 2020 via PennBid
Engineer's Report reflects the bid information and their recommendation of JB Roofing Systems, LLC.

Mrs. Bush made a motion to accept and approve the bid from JB Roofing Systems, LLC of Harleysville, PA with a base bid in the amount of \$ 66,900.00. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

- A-2 Kent Lane Fence – O'Konski & Co., Inc. \$ 16,185.00

With prior discussion to amend the layout of the fence at Kent Lane, Mrs. Bush made a motion to approve O'Konski & Co., in the amount of \$ 16,185.00. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

12. Finance & Insurance Report - Moira Crawford

- A-1 Approval to Ratify Payment of General Fund Bills:
○ *July 14, 2020 through July 31, 2020 - \$ 88,100.10*

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills from July 14, 2020 through July 31, 2020 in the amount of \$ 88,100.10. Ms. Gertner seconded the motion. President Peterson asked if there were any questions on the General Fund bills. With no questions, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

- *August 1, 2020 through August 21, 2020 - \$ 229,118.55*

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills from August 1, 2020 through August 21, 2020 in the amount of \$ 229,118.55. Ms. Gertner seconded the motion. President Peterson asked if there were any questions on the General Fund bills. With no questions, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

- A-2 Approval to Ratify Payment of Auburn Village Bills:
 ○ *July 14, 2020 through July 31, 2020 - \$ 48,670.23*

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills from July 14, 2020 through July 31, 2020 in the amount of \$ 48,670.23. Ms. Gertner seconded the motion. President Peterson asked if there were any questions on the Auburn Village bills. With no questions, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

- *August 1, 2020 through August 21, 2020 - \$ 18,573.17*

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills from August 1, 2020 through August 21, 2020 in the amount of \$ 18,573.17. Mrs. Bush seconded the motion. President Peterson asked if there were any questions on the Auburn Village bills. With no questions, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

- A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card Purchases:
 ○ *July 2020 - \$ 2,903.60*

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Credit Card Purchases for July 2020 in the amount of \$ 2,903.60. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions on the PLGIT Credit Card Purchases. With no questions, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

13. Ordinances & Resolutions Report – Abigail Gertner

- A-1 Motion to Pass and Adopt Ordinance No. 1 of 2020 **TABLE**
 - *Amending § 170-13 – Car Covers*

President Peterson stated the Ordinance No. 1 of 2020 will be tabled at this time. Additional language is needed for the Ordinance. It is to include exception of clear covers; must be able to view car registration, inside of car and the license plate.

- A-2 Motion to Pass and Adopt Resolution No. 13 of 2020
 - *Pension Plan Funding Cost of Non-Uniformed Pension Plan Year 2021*

Ms. Gertner read Resolution No. 13 of 2020; Pension Plan Funding Cost of Non-Uniformed Pension Plan Year 2021 into record. Ms. Gertner made a motion to approve Resolution No. 13 of 2020. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Abstain. Motion carries. Ms. Crawford retracted her approval to be an Abstain.

- A-3 Motion to Pass and Adopt Resolution No. 14 of 2020
 - *Pension Plan Funding Cost of Police Pension Plan Year 2021*

Ms. Gertner read Resolution No. 14 of 2020; Pension Plan Funding Cost of Uniformed (Police) Pension Plan Year 2021 into record. Ms. Gertner made a motion to approve Resolution No. 13 of 2020. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Abstain. Motion carries.

A-4 Motion to Pass and Adopt Resolution No. 15 of 2020
- *PennDot Winter Services Agreement (5 years 2020 – 2025)*

Ms. Gertner read Resolution No. 15 of 2020; *PennDot Winter Services Agreement (5 years 2020 – 2025)*, into record. Ms. Gertner made a motion to approve Resolution No. 15 of 2020. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Abstain. Motion carries.

14. Research & Development - Julie Kerns

Mrs. Kerns read the report into record. Copy attached.

15. Streets & Equipment – Judith Bush

Mrs. Bush stated that Chief Irely, Mrs. Kerns and herself were to meet regarding the Street Bumps/Humps. She will provide an update at the next Council meeting.

16. Community Affairs – Moira Crawford

Ms. Crawford read the report into record. Copy attached.

17. Use & Occupancy Report – Michael Ciach

Mr. Ciach read the July 2020 Use & Occupancy Report into record.

18. Mayor's Report – William Dennon

Mayor Dennon read the July 2020 Mayor's Report into record.

19. Engineer's Report – Daniel Archdeacon for Lisa Catania

A-1 Authorize Solicitor to Draw Up Contracts for the Fire House Roof

Mrs. Bush made the motion to authorize the Solicitor to draw up the contracts for the Fire House roof project. Ms. Crawford seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye;

Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Abstain. Motion carries.

Mr. Archdeacon read his report into record. Copy included.

20. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report into record. Copy included.

21. Future Projects – Matthew Steigerwalt

Progress.

22. Old Business

23. New Business

President Peterson announced that due to the most recent flooding, two (2) times in one week), emails/letters have been sent to Sen. Killion and State Rep. Kirkland to request PennDot to dredge the creek at the Kerlin Street Bridge.

24. Floor Open to Public

Mr. Hunter, 4th street resident, approached Council. Mr. Hunter had a couple questions/concerns. Mr. Hunter asked of the Borough Manager what he planned to do with those properties in his area that had high grass. Mr. Hunter asked who owned the Carriage House. President Peterson replied it was owned by (Delaware) County. Mr. Hunter inquired about the abandoned vehicles. President Peterson explained that Lt. Curran will be taken this over; however, the ordinance needs to be revised. Chief Irely also stated the Police had removed six (6) abandoned vehicles in the last month.

25. Adjournment

President Peterson entertained a motion to adjourn. Mr. McClintock made a motion to adjourn. Mrs. Bush seconded the motion. Council unanimously voted Aye.

Council adjourned at 7:35 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary